



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS
AD HOC BUILDING OVERSIGHT COMMITTEE MEETING

COMMITTEE MEMBERS

MARK ROSS – CHAIR
TERESA BARRETT
SCOTT HAGGERTY
KAREN MITCHOFF

DAVID CANEPA – VICE-CHAIR
PAULINE RUSSO CUTTER
LIZ KNISS
JIM SPERING

WEDNESDAY
AUGUST 1, 2018
9:00 A.M.

1ST FLOOR BOARD ROOM
375 BEALE STREET
SAN FRANCISCO, CA 94105

AGENDA

1. **CALL TO ORDER - ROLL CALL**

PLEDGE OF ALLEGIANCE

PUBLIC MEETING PROCEDURE

The Committee Chair shall call the meeting to order and the Clerk of the Boards shall take roll of the Committee members. The Committee Chair shall lead the Pledge of Allegiance.

This meeting will be webcast. To see the webcast, please visit www.baaqmd.gov/bodagendas at the time of the meeting. Closed captioning may contain errors and omissions, and are not certified for their content or form.

Public Comment on Agenda Items *The public may comment on each item on the agenda as the item is taken up. Public Comment Cards for items on the agenda must be submitted in person to the Clerk of the Boards at the location of the meeting and prior to the Board taking up the particular item. Where an item was moved from the Consent Calendar to an Action item, no speaker who has already spoken on that item will be entitled to speak to that item again.*

For the first round of public comment on non-agenda matters at the beginning of the agenda, ten persons selected by a drawing by the Clerk of the Boards from among the Public Comment Cards indicating they wish to speak on matters not on the agenda for the meeting will have two minutes each to address the Board on matters not on the agenda. For this first round of public comments on non-agenda matters, all Public Comment Cards must be submitted in person to the Clerk of the Board at the location of the meeting and prior to commencement of the meeting.

2. **PUBLIC COMMENT ON NON-AGENDA MATTERS**

Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3 *For the first round of public comment on non-agenda matters at the beginning of the agenda, ten persons selected by a drawing by the Clerk of the Boards from among the Public Comment Cards indicating they wish to speak on matters not on the agenda for the meeting will have two minutes each to address the Board on matters not on the agenda. For this first round of public comments on non-agenda matters, all Public Comment Cards must be submitted in person to the Clerk of the Board at the location of the meeting and prior to commencement of the meeting.*

Staff/Phone (415) 749-

3. **APPROVAL OF THE MINUTES OF JUNE 6, 2018**

Clerk of the Boards/5073

The Committee will consider approving the attached draft minutes of the Ad Hoc Building Oversight Committee meeting of June 6, 2018.

CLOSED SESSION

4. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR – (Government Code Section 54956.8)** *The Committee will meet in closed session pursuant to Government Code Section 54956.8 to confer with real property negotiators to discuss acquisition of real property.*

Property: 4102, 4104, 4108, 4114, 4124 Lakeside Drive, Richmond, CA 94806

Air District Negotiators: Jack P. Broadbent, Executive Officer/APCO
Rex Sanders, Chief Administrative Officer

Negotiating Parties: Bay City Mechanical

Under Negotiation: Price and Terms

5. **PUBLIC COMMENT ON NON-AGENDA MATTERS**

Speakers who did not have the opportunity to address the Board in the first round of comments on non-agenda matters will be allowed two minutes each to address the Board on non-agenda matters.

6. **COMMITTEE MEMBER COMMENTS/OTHER BUSINESS**

Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (Gov't Code § 54954.2).

7. **TIME AND PLACE OF NEXT MEETING**

At the Call of the Chair.

8. **ADJOURNMENT**

The Committee meeting shall be adjourned by the Committee Chair.

CONTACT:

MANAGER, EXECUTIVE OPERATIONS
375 BEALE STREET, SAN FRANCISCO, CA 94105
vjohnson@baaqmd.gov

(415) 749-4941
FAX: (415) 928-8560
BAAQMD homepage:
www.baaqmd.gov

- To submit written comments on an agenda item in advance of the meeting. Please note that all correspondence must be addressed to the “Members of the Ad Hoc Building Oversight Committee” and received at least 24 hours prior, excluding weekends and holidays, in order to be presented at that Board meeting. Any correspondence received after that time will be presented to the Board at the following meeting.
- To request, in advance of the meeting, to be placed on the list to testify on an agenda item.
- Any writing relating to an open session item on this Agenda that is distributed to all, or a majority of all, members of the body to which this Agenda relates shall be made available at the District’s offices at 375 Beale Street, Suite 600, San Francisco, CA 94105, at the time such writing is made available to all, or a majority of all, members of that body.

Accessibility and Non-Discrimination Policy

The Bay Area Air Quality Management District (Air District) does not discriminate on the basis of race, national origin, ethnic group identification, ancestry, religion, age, sex, sexual orientation, gender identity, gender expression, color, genetic information, medical condition, or mental or physical disability, or any other attribute or belief protected by law.

It is the Air District’s policy to provide fair and equal access to the benefits of a program or activity administered by Air District. The Air District will not tolerate discrimination against any person(s) seeking to participate in, or receive the benefits of, any program or activity offered or conducted by the Air District. Members of the public who believe they or others were unlawfully denied full and equal access to an Air District program or activity may file a discrimination complaint under this policy. This non-discrimination policy also applies to other people or entities affiliated with Air District, including contractors or grantees that the Air District utilizes to provide benefits and services to members of the public.

Auxiliary aids and services including, for example, qualified interpreters and/or listening devices, to individuals who are deaf or hard of hearing, and to other individuals as necessary to ensure effective communication or an equal opportunity to participate fully in the benefits, activities, programs and services will be provided by the Air District in a timely manner and in such a way as to protect the privacy and independence of the individual. Please contact the Non-Discrimination Coordinator identified below at least three days in advance of a meeting so that arrangements can be made accordingly.

If you believe discrimination has occurred with respect to an Air District program or activity, you may contact the Non-Discrimination Coordinator identified below or visit our website at www.baaqmd.gov/accessibility to learn how and where to file a complaint of discrimination.

Questions regarding this Policy should be directed to the Air District’s Non-Discrimination Coordinator, Rex Sanders, at (415) 749-4951 or by email at rsanders@baaqmd.gov.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
375 BEALE STREET, SAN FRANCISCO, CALIFORNIA 94105
FOR QUESTIONS PLEASE CALL (415) 749-4941

EXECUTIVE OFFICE:
MONTHLY CALENDAR OF AIR DISTRICT MEETINGS

JULY 2018

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Stationary Source Committee <i>(Meets on the 3rd Monday of every other Month)</i>	Monday	30	9:30 a.m.	1 st Floor Board Room

AUGUST 2018

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Special Meeting as The Sole Member of The Bay Area Clean Air Foundation <i>(At the Call of the Chair) - CANCELLED</i>	Wednesday	1	9:00 a.m.	1 st Floor Board Room
Board of Directors Ad Hoc Building Oversight Committee Meeting <i>(At the Call of the Chair)</i>	Wednesday	1	9:00 a.m.	1 st Floor Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	1	9:30 a.m.	1 st Floor Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i> - CANCELLED	Wednesday	15	9:30 a.m.	1 st Floor Board Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i> - CANCELLED	Wednesday	22	9:30 a.m.	1st Floor, Yerba Buena Room #109
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i> - CANCELLED	Thursday	23	9:30 a.m.	1 st Floor Board Room

SEPTEMBER 2018

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	5	9:30 a.m.	1 st Floor Board Room
Board of Directors Stationary Source Committee <i>(Meets on the 3rd Monday of every other Month)</i>	Monday	17	9:30 a.m.	1 st Floor Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	19	9:30 a.m.	1 st Floor Board Room
Board of Directors Climate Protection Committee <i>(Meets on the 3rd Thursday of every other Month)</i>	Thursday	20	9:30 a.m.	1 st Floor Board Room

SEPTEMBER 2018

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i>	Wednesday	26	9:30 a.m.	1st Floor, Yerba Buena Room #109
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i>	Thursday	27	9:30 a.m.	1st Floor, Yerba Buena Room #109

OCTOBER 2018

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	3	9:30 a.m.	1 st Floor Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	17	9:30 a.m.	1 st Floor Board Room
Board of Directors TIO Steering Committee <i>(At the Call of the Chair)</i>	Monday	22	9:30 a.m.	1 st Floor Board Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i>	Wednesday	24	9:30 a.m.	1st Floor, Yerba Buena Room #109
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i>	Thursday	25	9:30 a.m.	1 st Floor Board Room

HL – 7/27/18 – 8:10 a.m.

G/Board/Executive Office/Moncal

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Mark Ross and Members
of the Ad Hoc Building Oversight Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: July 17, 2018

Re: Approval of the Minutes of June 6, 2018

RECOMMENDED ACTION

Approve attached draft minutes of the Ad Hoc Building Oversight Committee (Committee) meeting of June 6, 2018.

DISCUSSION

Attached for your review and approval are the draft minutes of the Committee meeting on June 6, 2018.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Marcy Hiratzka
Reviewed by: Vanessa Johnson

Attachment 3A: Draft Minutes of the Committee Meeting of June 6, 2018

AGENDA 3A – ATTACHMENT

Draft Minutes – Ad Hoc Building Oversight Committee Meeting of June 6, 2018

Bay Area Air Quality Management District
375 Beale Street, Suite 600
San Francisco, California 94105
(415) 749-5073

DRAFT MINUTES

Summary of Board of Directors
Ad Hoc Building Oversight Committee Meeting
Wednesday, June 6, 2018

1. CALL TO ORDER – ROLL CALL

Ad Hoc Building Oversight Committee (Committee) Chairperson, Mark Ross, called the meeting to order at 9:01 a.m.

Present: Chairperson Mark Ross; Vice Chairperson David Canepa; and Directors Teresa Barrett, Liz Kniss, Karen Mitchoff, and Jim Spering.

Absent: Directors Pauline Cutter and Scott Haggerty.

Also Present: Board of Directors Chairperson, David Hudson

2. DISCUSSION OF SPACE ON THE EIGHTH FLOOR OF 375 BEALE STREET AND RECOMMENDATION TO PURCHASE (OUT OF ORDER, ITEM 3)

Dr. Jeff McKay, Chief Financial Officer, gave the staff presentation *Discussion of Space on the Eighth Floor of 375 Beale Street and Recommendation to Purchase*, including: purchase of eighth floor space outline; Reserves designation; original purchase at 375 Beale Street; eighth floor purchase; and recommendation.

NOTED PRESENT: Director Spering was noted present at 9:04 a.m.

Public Comments:

No requests received.

Committee Comments:

The Committee and staff discussed whether the Air District (District) will be able to sublease space purchased by the District on the eighth floor of 375 Beale Street; whether the District anticipates that the newly-purchased space on the eighth floor will be fully-occupied by District staff; the total square footage that the District owns of the condominium unit at 375 Beale Street compared to the total square footage of the entire building, and which regional government agency tenant would own the most square footage after the District's eighth floor purchase; and whether the District's purchase price of the eighth floor space was agreed to by the Bay Area Headquarters Authority.

Committee Action:

Director Barrett made a motion, seconded by Director Spering, to approve the purchase of approximately 11,400 rentable square feet, but not more than 13,000 rentable square feet, on the 8th Floor of 375 Beale Street, in substantially the form of Attachment A, Purchase and Sale Agreement and Joint Escrow Instructions, at a price of \$385/rentable square feet, with a total purchase price not to exceed \$5,005,000, and authorize the Executive Officer to negotiate and execute the Purchase and Sale Agreement and Joint Escrow Instructions with the Bay Area Headquarters Authority, and to negotiate and execute amended Covenants, Conditions, and Restrictions; and the motion carried by the following vote of the Committee:

AYES: Barrett, Canepa, Hudson, Kniss, Mitchoff, Ross, and Spering.
NOES: None.
ABSTAIN: None.
ABSENT: Cutter and Haggerty.

3. APPROVAL OF THE MINUTES OF APRIL 18, 2018 (ITEM 2)

Public Comments:

No requests received.

Committee Comments:

None.

Committee Action:

Vice Chair Canepa made a motion, seconded by Director Spering, to approve the minutes of April 18, 2018; and the motion carried by the following vote of the Committee:

AYES: Barrett, Canepa, Hudson, Kniss, Mitchoff, Ross, and Spering.
NOES: None.
ABSTAIN: None.
ABSENT: Cutter and Haggerty.

CLOSED SESSION (9:13 a.m.)

4. CONFERENCE WITH REAL PROPERTY NEGOTIATOR – *The Committee will meet in closed session pursuant to Government Code Section 54956.8 to confer with real property negotiators to discuss acquisition of real property.*

Property: 3033, 3065, and 3095 Richmond Parkway, Richmond, CA 94806

Air District Negotiators: Jack P. Broadbent, Executive Officer/APCO
Rex Sanders, Chief Administrative Officer

Negotiating Parties: Wang Brothers Investment, LLC
Under Negotiation: Price and Terms

OPEN SESSION (9:22 a.m.)

Brian Bunger, District Counsel, announced that there was no reportable action regarding Item 4.

5. PUBLIC COMMENT ON NON-AGENDA MATTERS

None.

6. COMMITTEE MEMBER COMMENTS / OTHER BUSINESS

None.

7. TIME AND PLACE OF NEXT MEETING

At the call of the Committee Chairperson.

8. ADJOURNMENT

The meeting adjourned at 9:24 a.m.

Marcy Hiratzka
Clerk of the Boards